CITY of ELGIN
COUNCIL MINUTES FOR APRIL 13, 1999

COUNCILORS PRESENT- Glenn Clark
Pat McMullen
John Stover
John McElravy
Joe Estes
John Braughton
Berta Churchill - Mayor

Call to Order
The meeting was called to order at 7 PM by Mayor Berta Churchill

Approval of Minutes
The Mayor called for approval of the minutes of the meeting of March 9 and April 6,1999. Councilor Stover moved to approve the minutes as presented, with Councilor McMullen as second. The vote was unanimous for approval, motion carried.

Supervisors Reports
The Mayor called for the supervisors reports.

Police- Chief Sibley; absent, written report submitted.
Public works- Kyle Boylen; absent, no report.
Library- Sandra Good submitted a written report. She has made plans fro the summer reading program. The library board is preparing a library plan for children's services. They are planning several fund-raisers to get funds for a "Libre" grant. The grant buys books on a 2:1 basis for participating libraries.

Fire- Chief McDonald reported that equipment has ben out on calls every day last week and so far this week too. None of the calls have been for serious property damage. He reported that plans for the new fire hall are on hold until there is a firm discussion as to what is going to be housed in the building. After discussion it was decided that Councilors Stover
and Clark would meet with Chief McDonald and members of the Rural board to discuss the matter and attempt to formulate a plan.

Ambulance- no report

Municipal Court- Ralph Howell submitted the monthly court docket.

Recorder/Administrator- Joe Garlitz reported that he has written a letter to the PUC with photos of the RR crossings, needing repair. A lead-man from the RR has contacted the office with a promise to get the crossings repaired soon. He also informed the Councilors that the budget committee will begin meeting on April 27. The annual CCIS seminar was held on April 8. The primary topic was Y2K stuff. If the City follows their guidelines, CCIS will cover the City for liability. They will not cover any actual loss due to Y2K failures. The coverage is at no additional cost.

Mr Garlitz presented a letter for the Council's review and possible approval, requesting the County's assistance on Hun-a-ha RV park construction. After discussion, it was the consensus of the Council to send the letter as presented to the County.

Citizens to Speak

Karen Owen & Kathi Gifford were present to report on Elgin EDGE activities: a student working on a marketing plan for the community; an offer to purchase property for the incubator building; Saturday market; SOLVE river cleanup May 22.

Mrs. Rysdam and four of the 20 crossing guards were present to explain their program. The four students demonstrated their crossing techniques and explained their equipment and mission. The guards requested financial support from the City to help purchase equipment and to provide an incentive reward to

the students who act as guards.

They did not make a specific request for a dollar amount. After discussion Councilor Stover moved to give the crossing guard program $200, with Councilor McMullen as second. The vote was unanimous for approval, motion carried.

Rick Smith was present to request that the Council initiate vacation proceedings for an alley running north/south between 15th and 16th Avenues, from Detroit to Columbus Streets. After discussion Councilor Stover moved to proceed with the vacation process for the alley as described, with Councilor Clark as second. The vote was unanimous for approval, motion carried.

Ginny Elder was not able to be present. She submitted a letter and provided some brochures from the Clinic. Mr. Garlitz informed the Council that the Clinic is hoping to get volunteers to help paint the interior of the building, and noted that anyone who desired to help should make themselves known at the Clinic.

Vanetta McVey was present to speak for the museum association. They are preparing a mini-museum in the old police office at the Opera House. They are requesting $2,500 to do the remodeling and setup from the City. They also requested permission to remove the office window and partition installed in the office. It was the consensus of the Council that the partition should be removed to accommodate the museum and restore it to its original condition as much as possible. After discussion, the association was asked to present their request for funds at the up-coming budget meetings, as their request was too large to accommodate without having been budgeted. Councilor McMullen moved to provide the museum association with $200 to help get them started, with Councilor Estes as second. The vote was unanimous for approval, motion carried.

Kathy Davis was present regarding a notice of violation her son has received. He was given a 10 day notice to remove a dismantled vehicle from the street. She is requesting an extension to 30 days to allow him to finish repairs and properly store the vehicle. After discussion the Mayor stated that the matter will be discussed with the Police Chief.

Maria Dalton was present to request that the Council initiate vacation proceedings for an alley running north/south between 14th and 15th Avenues, from Baltimore south to the alignment with Albany Street. After discussion Councilor Stover moved to proceed with the vacation process for the alley as described, with Councilor Braughton as second. The vote was unanimous for approval, motion carried.

Committee Reports
The Mayor then called for the committee reports.
Administration: Councilors McMullen and Estes reported that the bills had been reviewed.
Public Works: Councilors Braughton and McElravy; no report.

Public Safety: Councilors Stover and Clark reported that the cleanup effort is progressing with the police department sending letters to the owners of problem properties. Councilor Stover reported that the double fines for school zones signs are in place.

Old Business
Bids for utility materials at Hun-a-ha Park-

Three valid bids were received for the purchase of underground utility materials needed at Hun-a-ha Park. The bids, as presented were; Elgin Hardware, 16,301.16; United Pipe, 15,433.04 and Western Utilities 15,302.13. After adjustments for materials not bid, to make the bids uniform, the comparative bid values were as follows: Elgin Hardware, $19,582.16; United pipe, $17,791.04 and Western Utilities, $17,660.13.

Western Utilities, with the low bid, is the primary supplier of materials for the public works department. The City has relied on them for materials for well over 10 years and has had good service from them. After discussion Councilor McMullen moved to accept the bid of $15,302.13 from Western Utilities, with

Councilor Estes as second. The vote was unanimous for approval, motion carried.

Mr. Garlitz noted that none of the bids included manholes. A separate bid for manholes was received from Reese Concrete products. The bid was for $2,358 for 3 fully prefabricated manholes. This amount was included in each of the adjusted bids amounts indicated above.

Transportation Plan

Hanley Jenkins and Dara Decker were present to continue the transportation plan review. Mr. Jenkins and Ms. Decker reviewed the required changes to the various City ordinances that will be necessary to implement the transportation plan. They reviewed changes for the Land Use Plan, Zoning Ordinance, Partition and Subdivision Ordinance, and the Elgin Street plan. The first public hearing on these ordinance changes will be May 11, 1999 at the next regular Council meeting.

NEW BUSINESS

Mayor's Proclamation; Sight and Hearing Day

The Elgin Lions Club will be sponsoring a sight and hearing screening for the grade school and general public on May 14/15. The Club has request that the Mayor Proclaim May 14 and 15 as "Elgin Sight and Hearing Days". Mayor Churchill signed an appropriate Proclamation prepared for that purpose.

Union County Public Works, offer to spray weeds in town

The Union County weed control district is anxious to raise awareness of the noxious weed problem in the County. To that end, Commissioner Howard has proposed that the County's weed control officer spray weeds along the streets in the City, with the City providing the spray and the County providing the application. The Council discussed the logistics of notifying residents and the liability of over-spray as well as the resistance some might have regarding spraying. This needs further discussion before attempting to do it.

Councilor Stover noted that the Public Works pickup was seen driving through the closed portion of Baltimore. It was noted that they were reading meters, and that there was a meter on that street.

Councilor Braughton asked about having a "free dump" day for the City. After discussion it was agreed that the City would provide free dumping of all materials normally taken at the transfer site on May 15 from 9:00 am to 1:00 PM. The service is provided only to Elgin residents. Those asking to dump free must present a current photo ID with a City address.

CORRESPONDENCE

The following items of correspondence were reviewed with no action needed: Oregon Employment Division, regarding withdrawing hearing request. The request was made by the City. However, legislation has been submitted to correct the problem;CCIS, refund adjust of Workers Comp payments per final audit of City's payroll; OEDD Assignment of lead agency for Hun-a-ha Park.

GOOD OF THE ORDER

Approve bills; Councilor Estes moved to approve the bills as presented, with Councilor McMullen as second. The vote was unanimous for approval, motion carried.

An "Initial Acknowledgment of Agency Relationships" and an "Exclusive Buyer Agency Agreement" documents were presented for the City's approval. The documents are for ERA Driggers and Associates, John Owens realtor who is representing the City without fee in presenting an offer to buy property from Wilbur Osterloh. Councilor McMullen moved to approve the Mayor's signature on the documents as presented, with Councilor Estes as second. The vote was unanimous for approval, motion carried.

A "Real Estate Sale Agreement" was then present to the Council for

approval of the Mayor's signature. The agreement offers to purchase 2.2 acres more or less from Wilbur and Erros Osterloh for $32,000 contingent on obtaining funding for the purchase, and a positive phase 1 environmental survey. The City is to provide the survey at its expense. The offer is to be presented together with a $1,000 check as earnest money. After discussion Councilor Estes moved to approve the Mayor's signature on the offer as presented, with Councilor McMullen as second. The vote was unanimous for approval, motion carried.

Councilor Braughton moved to adjourn, with Councilor Estes as second. The vote was unanimous for approval, motion carried.

Minutes respectfully submitted;

Joe Garlitz,
Recorder/Administrator